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**From:** Otto, Martha [Otto.Martha@epa.gov]  
**Sent:** 2/20/2018 7:24:54 PM  
**To:** Grifo, Francesca [Grifo.Francesca@epa.gov]; Law, Sheryl [law.sheryl@epa.gov]  
**Subject:** FW: Contracts and Grants  
**Attachments:** EPA-H-09-111 Scientific Integrity - 10 Sep 2015.docx; Draft 2 Scientific Integrity Grant Options and Clauses 030816.docx; factsheet revised for grants 030916 (00000002).docx; Scientific Integrity Grant Options and Clauses v.3.docx

Francesca, Sheryl,

I found this email message on the L drive. The first attachment is a draft of contracts language. And, below, in the email message, Francesca mentions consulting with Holly (contracts). Does this help you to remember Holly's name?

Thanks,  
Marti

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**From:** Grifo, Francesca  
**Sent:** Thursday, July 14, 2016 7:26 PM  
**To:** Nolt-Helms, Cynthia <Nolt-Helms.Cynthia@epa.gov>  
**Cc:** Otto, Martha <Otto.Martha@epa.gov>; Parkinson, Lorna <parkinson.lorna@epa.gov>  
**Subject:** Contracts and Grants

Hi there –

Here are the docs I have – I think we need to

1. Meet to talk about grants and contracts
  - a. We need to discuss finalizing the grant clause language. We did the work on the grants clauses after the contract stuff – I think it is much better content so we should talk about how to change the contract language to make it parallel to the grants language
  - b. We need to update the training language now that we have the whiteboard and other videos to use.
2. Next steps
  - a. Agree on grants language and contracts language
  - b. Review by OGC
  - c. Review by Sinks, Greene and Kavlock
  - d. Review by Scientific Integrity Committee
  - e. Additional consults with Howard (grants) and Holly (contracts) as necessary throughout.
3. You can reach out to both Howard and Holly after we chat to let them know that we are working on this again and explain how I dropped the ball due to competing claims on my time - and that you are now here to save the day!!

So sorry you did not get this the last time I sent it and that it took me so long to send it again!!

Best and thanks so much for your help!

Francesca

Francesca T. Grifo, Ph. D.

Scientific Integrity Official

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<http://www.epa.gov/osa/basic-information-about-scientific-integrity>